

County of Passaic

Board of County Commissioners



OFFICE OF COUNTY COMMISSIONERS

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Date: Mar 10, 2026 - 5:30 PM

Agenda: RESOLUTION AWARDING A NON-FAIR AND OPEN CONTRACT TO NEW YORK-NEW JERSEY TRAIL CONFERENCE TO DESIGN A TRAIL NETWORK AT HIGHLANDS FARM IN THE BOROUGH OF BLOOMINGDALE, PURSUANT TO N.J.S.A. 40A:11-3

THIS RESOLUTION WAS REQUESTED BY:
PARKS & RECREATION

REVIEWED BY:

Matthew P. Jordan, Esq.
COUNTY ADMINISTRATOR

APPROVED AS TO FORM AND LEGALITY:

Nadege D. Allwaters, Esq.
COUNTY COUNSEL

Official Resolution#	
Meeting Date	3/10/2026
Introduced Date	3/2/2026
Adopted Date	
Agenda Item	8.
CAF#	O-25-56-602-002-905
Purchase Req. #	R6-08697
Result	

Public Works

COMMITTEE NAME

RESOLUTION AWARDING A NON-FAIR AND OPEN CONTRACT TO NEW YORK-NEW JERSEY TRAIL CONFERENCE TO DESIGN A TRAIL NETWORK AT HIGHLANDS FARM IN THE BOROUGH OF BLOOMINGDALE, PURSUANT TO N.J.S.A. 40A:11-3

WHEREAS, the County of Passaic (hereafter “County”) is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

WHEREAS, pursuant to N.J.S.A. 40:20-1 the Board of County Commissioners of the County of Passaic (hereafter “Board”) is vested with managing the property, finances, and affairs of the County; and

WHEREAS, pursuant to N.J.S.A. 40A:11-3(c), the Governor, in consultation with the Department of Treasury, shall, no later than March 1 of every fifth year beginning in the fifth year after the year in which P.L. 1999, c.440 takes effect, adjust the [bid] threshold amount, in direct proportion to the rise or fall of the index rate as the term is defined in section N.J.S.A. 40A:11-2, and shall round the adjustment to the nearest \$1,000.00; and

WHEREAS, on July 15, 2025 the Board approved Resolution No. R-25-0618, setting the bid threshold at fifty-three thousand dollars (\$53,000.00), in accordance with the law; and

WHEREAS, the Director of the Department of Parks & Recreation is seeking a vendor to design a trail network for hikers at the County’s newest park, Highlands Farm, in the Borough of Bloomingdale; and

WHEREAS, New York-New Jersey Trail Conference, of Mahwah, New Jersey, provided a quote to the Director of the Department of Parks & Recreation, attached hereto and made part hereof, to design a trail network, including property scouting, layout and design, and flagging and data collection at Highlands Farm in the Borough of Bloomingdale, in an amount not to exceed fifteen thousand seven hundred dollars (\$15,700.00), which is recommended for approval by the Director of the Department of Parks & Recreation; and

WHEREAS, New York-New Jersey Trail Conference has executed and notarized the County’s Business Entity Disclosure Certification for non-fair and open contracts required pursuant to N.J.S.A. 19:44A-20.8, which is attached to and made part of this resolution; and

WHEREAS, funds are available in Account No. O-25-56-602-002-905, or any other account that may be deemed appropriate by the Chief Financial Officer or his designee, and the availability of funds has been contingently certified by the Chief Financial Officer subject to sufficient funds being appropriated by the Board in the 2026 and/or subsequent years’ County budget(s), which is attached to and made part of this Resolution; and

WHEREAS, this matter was discussed at the February 25, 2026 meeting of the Public Works Committee, and is being recommended to the Board for approval; and

NOW, THEREFORE LET IT BE RESOLVED, pursuant to N.J.S.A. 40A:11-3, the Board of County Commissioners of the County of Passaic authorizes an award of contract to New York-New Jersey Trail Conference, in a total amount not to exceed fifteen thousand seven hundred dollars (\$15,700.00), to design a trail network, including property scouting, layout and design, and flagging and data collection at Highlands Farm in the Borough of Bloomingdale, as recommended by the Director of the Department of Parks & Recreation.

LET IT BE FURTHER RESOLVED, the Clerk to the Board shall print, in the official newspaper, a brief notice stating the nature, duration, service, and amount of the contract to New York-New Jersey Trail Conference, and maintain a copy of the resolution on file and available for public inspection in the Office of the Clerk to the Board.

LET IT BE FURTHER RESOLVED, that the Clerk to the Board, County Counsel, and the Director of the Board are authorized to take any other steps necessary to carry out the purpose of this resolution